



Indian Council of Forestry Research and Education

(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)

P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA

No.8/2018/ESIP/BCC/ICFRE/

Dated: 13/05/2022

Request for Quotations for procurement of paddy seeds for ESIP areas of Chhattisgarh and Madhya Pradesh

Name of Project: Ecosystem Services Improvement Project

Procurement Reference No.: IN-ICFRE-294538-GO-RFQ

1. The Government of India has received grant from the World Bank towards the cost of Ecosystem Services Improvement Project (ESIP). Indian Council of Forestry Research and Education (ICFRE) is one of the Project Implementing Agencies and implementing one of the components of ESIP *i.e.* Scaling up of Sustainable Land and Ecosystem Management in Selected Landscapes, and intends to apply the part of proceeds of this grant to eligible payments under the contract for which this Request for Quotations is issued. The procurement process will be conducted in accordance with the shopping procurement method contained in the World Bank Guidelines: Procurement of Items, Works and Non-consulting Services under IBRD Loans and IDA Credits and Grants by World Bank Borrowers, dated January 2011, revised in July 2014.
2. ICFRE now invites Request for quotation for supply of paddy seeds for ESIP areas of Chhattisgarh and Madhya Pradesh for scaling up of SLEM best practice on System of Rice Intensification (SRI), a method of rice cultivation for increasing rice yield with reduced seed and water demand. Fresh good quality certified seeds of paddy of Kharif 2021 production shall be provided in seed packets of 5 kg each as per following details:

Name of the items	Specifications	Quantity of paddy seed (Kg)		
		CG	M.P.	Total
Paddy Seeds	<ul style="list-style-type: none">- Variety:<ul style="list-style-type: none">• MTU 1010 for Chhattisgarh• Pusa Basmati-1121 for Madhya Pradesh- Fully matured, healthy, clean and uniform seeds- Free from diseases- The seed shall conform to the quality specifications prescribed in the minimum Seed Certification Standard-1988 as amended from time to time.- Seeds shall be treated with environment friendly fungicides/ insecticides	20945 <i>(in 4189 Pkts. of 5 kg each)</i>	9085 <i>(in 1817 Pkts. of 5 kg each)</i>	30030 <i>(in 6006 Pkts. of 5 kg each)</i>

3. You are invited to submit your price quotation for the supply of paddy seeds for Project Implementing Unit, Ecosystem Services Improvement Project, ICFRE, Dehradun as per specifications mentioned in Para 2 as per the format given in Annexure - I.
4. Quoted price will be evaluated and contract will be awarded to the responsive firm offering the lowest evaluated rate.

5. Quotation(s) must be marked “Request for quotation for Supply of Paddy Seeds” and addressed to the:

Project Director

Ecosystem Services Improvement Project

Room No: 143

Indian Council for Forestry Research and Education

P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)

6. Quotation should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information and a sample of paddy seed, including names and addresses of supplier.
7. ICFRE will examine the quality parameters of the sample of paddy seeds submitted by the firms along with the RFQ. The selected firm has to provide the paddy seeds as per the approved sample only, any deviation will lead to the cancellation of contract.
8. The deadline for receipt of quotation at the address indicated above is **26 May 2022 by 3:00 PM**.
9. Quotation should be submitted as per the instruction contained in the Annexure – II of this document.
10. The prices should be quoted in Indian Rupees and should be inclusive of all taxes (GST). No price increase will be allowed after the submission of Quotations.
11. Validity of the Offer: RFQ shall be valid for a period of 90 days from the date for receipt of quotation(s) indicated in Paragraph 7 above.
12. Evaluation of Quotations: The procurement committee ESIP-PIU, ICFRE will evaluate and compare the quotations determined to be substantially responsive i.e. which are properly signed; and conform to the terms and conditions, and specifications of the RFQ. The firm has to produce a sample of the paddy seed packet, to be vetted by technical committee of ESIP, ICFRE. The delivery has to be made as per the vetted paddy seed packet only and any deviation will be treated as breach of contract and liable for scrapping of order.
13. Award of contract: The contract for supply of paddy seed packets will be awarded to the firm whose quotation has been determined to be substantially responsive and who has offered the lowest price as per the specifications in the RFQ.
14. Notwithstanding the above, ICFRE reserves the right to accept or reject any quotations and to cancel the procurement process and reject all quotations at any time prior to the award of contract.
15. The firm whose quotation is accepted will be notified for the award of contract by ICFRE prior to expiration of the quotation validity period. The terms of the accepted offer shall be incorporated in the purchase order.
16. Security Money @ 3% of offered value shall be deposited by the supplier with the agreement.
17. The Security Money will be released on satisfactory completion of supply of the paddy seed packets.
18. All prices should be quoted F.O.R. destination inclusive of all taxes and contingent costs including, customized packing, forwarding, transportation, handling and insurance etc.
19. Penalty: Supply of non-original/similar looking seeds or seeds in damaged conditions shall not be accepted. Penalty up to 25% of the value of the supply order may be imposed if seeds is not provided in specified quality specification and condition. In addition, the contract will be cancelled and contractor may be blacklisted.
20. Paddy seed is an important input required during a limited period in the kharif season. Therefore, timely supply of the seed is the essence of the contract. Penalty up to 25% will be imposed if the firm fails to supply seeds as per the delivery schedule. And after more than 15 days delay in delivery, the

order shall be cancelled. However, no penalty will be imposed if the delay in supply occurs on account of intimation by ICFRE for any administrative or logistics contingency.

21. Consignee: The selected firm has to supply the material as per the following consignee details:

Consignee details of Chhattisgarh:

S.No	Village Names	Paddy seed quantity (Kg)	Paddy seed packets (No.)
Pali Forest Range			
1	Kanhiyapara	170	34
2	Chanwaripara	145	29
3	Karanawadhi	150	30
4	Jamnipani	55	11
5	Karranawapara	235	47
6	Kodar	465	93
7	Paraspani	145	29
Total Pali Forest Range		1365	273
Pandariya West Forest Range			
1	Bhangitola	300	60
2	Rokhani	245	49
3	Taiternyi	225	45
4	Amlitola	255	51
5	Rahidand	125	25
6	Rukmidadar	285	57
7	Amaniya	325	65
8	Neur	1650	330
Total Pandariya West Forest Range		3410	682
Raghunath Nagar Forest Range			
1	Shankarpur	1000	200
2	Rameshpur	400	80
3	Raghunathnagar	1250	250
4	Naugai	805	161
5	Girwani	1705	341
6	Kesari	1500	300
7	Babhani	815	163
Total Raghunath Nagar Forest Range		7475	1495
Marwahi Forest Range			
1	Matiyadand	480	96
2	Danikundi	370	74
3	Banshital	735	147
4	Ameratikra	225	45
5	Mouharitola	500	100
6	Kolbira	590	118
7	Naka	1305	261
8	Silphari	1050	210
9	Bahrijhorki	90	18
10	Patharra	1230	246
11	Madai	705	141
12	Packetharra	45	9
13	Rumga	1370	274
Total Marwahi Forest Range		8695	1739
Grand Total (Chhattisgarh)		20945	4189

Consignee details of Madhya Pradesh:

S.No.	Village Names	Paddy seed quantity (Kg)	Paddy seed packets (No.)
Banapura Forest Range			
1	Pipalgota	400	80
2	Nayagaon	250	50
3	Bhavanda	150	30
4	Ghoghara	175	35
5	Nanderwada	700	140
6	Sota Chikhali	150	30
7	Jondhal	230	46
8	Salai	110	22
9	Narri	375	75
10	Chandakhad	400	80
11	Gotabbari	225	45
12	Keolajhir	150	30
13	Banspani	60	12
Banapura Forest Range Total		3375	675
Bhaura Forest Range			
1	Handipani	125	25
2	Kachhar	190	38
3	Koyal Buddi	140	28
4	Kuppa	450	90
5	Tetar Mal & Ryt	175	35
6	Koyalari	225	45
7	Banabehda	465	93
Bhaura Forest Range Total		1770	354
Itarsi Forest Range			
1	Khatama	430	86
2	Lalpani	140	28
3	Bhatna	125	25
4	Ranjji	170	34
Itarsi Forest Range Total		865	173
Sukhtawa Forest Range			
1	Khoda	265	53
2	Pipariyakhurd	500	100
Budhni Forest Range Total		765	153
Budhni Forest Range			
1	Hathlewa	200	40
2	Paraswada	205	41
3	Paharkhedhi	395	79
4	Chacmau	140	28
5	Naganpur	100	20
6	Saidganj	310	62
7	Akola	610	122
8	Khatpura	350	70
Budhni Forest Range Total		2310	462
Grand Total (Madhya Pradesh)		9085	1817

22. ICFRE shall have the right to purchase the material in full or part thereof, at the risk and cost to the firm, in case firm fails to supply the allocated or indented quantity within the specified time and as per the specifications.
23. ICFRE shall not be responsible for fluctuation of the market rate of the ordered paddy seeds. The firm shall be required to supply the paddy seeds at agreed rate only. The agreement may be terminated at any time due to non-performance of any of the terms and conditions of the agreement to the satisfaction of ICFRE.
24. Notification of Dispatch: In regard to each and every consignment, notification shall be made to ICFRE immediately on dispatch indicating full details of quantity of paddy seed packets so that ICFRE is able to plan for its timely distribution to the project beneficiaries.
25. ICFRE shall have the sole and unfettered discretion to decrease/increase the number of paddy seed packets to be purchased from the firm within the validity of the contract.
26. Delivery period: within 30 days from the date of issue of Purchase Order.
27. Payment shall be made after successful delivery of the Paddy seed packets as per specification.
28. The following documents shall be submitted by the firm along with the quotation:
 - a. Valid GST registration certificate and PAN
 - b. Proof of 3-year turnover document for more than Rs. 5,00,000/-.
 - c. A declaration document of not having blacklisted in any government department/organization.
 - d. Sample of one Paddy seed packet with proper printing & packaging
 - e. Seed Quality Certificate (As per seed standards mentioned in para 2)
 - f. Production source
 - g. Proof of three years of experience in manufacturing/ supplying/ distributing and sale of the seeds
 - h. Authorized Dealership Certificate.
29. The firm shall supply the paddy seed packets clearly depicting following information: Label no., Lot no., Kind, Variety, Date of Testing, Date of Packaging, Germination % (min.), Genetic Purity % (min.), Physical Purity % (min.), Valid Up to, Net Weight and name of fungicides used for seed treatment.
30. The RFQ will be evaluated by the Procurement Committee of ESIP, ICFRE and the findings of the committee will be final and binding. The same cannot be challenged at any forum thereafter.
31. Quality of the seeds supplied in the paddy seed packets shall be the sole responsibility of the supplying parties. Any dispute on quality of the seeds, arising in the field shall be verified by the technical committee of ESIP, ICFRE. ICFRE may draw representative samples from the seed lots offered by the firm and get them analyzed in any Government Laboratory, the seed lot cleared by Government Laboratory will be accepted by ICFRE. The cost of verification at all levels and cost towards any testing, if required shall be borne by the firm.
32. The seed shall be processed and packed as per ICFRE and SCA's requirement at the firm's cost and expenses. ICFRE will have right to inspect the operation from time to time.
33. The seed lots should confirm to the quality specifications prescribed in the minimum Seed Certification Standard-1988 as amended from time to time and shall possess physical appearance and luster to ICFRE's satisfaction.
34. The firm shall be fully responsible for any quality deviation observed by Government/Enforcement agency/ICFRE and shall be liable for damages/legal prosecution arising out of quality lapses vide provisions under prevailing laws such as seed act/seed control order and Weight and Measurement act etc.

35. The supply of paddy seed shall be made in conformity with the standard norms laid down for supply of seeds. The packets for packing of paddy seed shall be arranged by the firm with printing on the packet as per the design/print details provided by ICFRE to the selected firm.
36. Any representation/complaints pertaining to this RFQ shall be addressed to the Grievance Redressal Committee, ESIP-PIU, ICFRE, at projectdirectoresip@gmail.com.
37. The Project Director, ESIP, ICFRE reserves the right to cancel the contract on ground of unsatisfactory or delayed supply and failure to fulfill terms and conditions of the agreement.
38. Decision of Director General, ICFRE will be final in case of dispute (if any).

Yours faithfully,

Project Director
ESIP, ICFRE

Format of Quotation
(on Firm Letter Head)

Date:

To

Project Director,
Ecosystem Services Improvement Project
Room No: 143
Indian Council for Forestry Research and Education
P. O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)

Sub.: Request for Quotations for procurement of paddy seed for ESIP areas of Chhattisgarh and Madhya Pradesh

Madam/ Sir,

We offer to supply paddy seed for ESIP areas of Chhattisgarh and Madhya Pradesh in accordance with the conditions of contract, as per following quoted price:

Name of the items	Specifications	Rate Quoted in Rs.						
		For CG			For M.P.			Grand Total price
		Quantity	Rate	Total Price	Quantity	Rate	Total Price	
Paddy Seeds	<ul style="list-style-type: none"> - Variety: <ul style="list-style-type: none"> • MTU 1010 for Chhattisgarh • Pusa Basmati-1121 for Madhya Pradesh - Fully matured, healthy, clean and uniform seeds - Free from diseases - The seed shall conform to the quality specifications prescribed in the minimum Seed Certification Standard-1988 as amended from time to time. - Seeds shall be treated with environment friendly fungicides/ insecticides 	20945 kg <i>(in 4189</i> <i>Pkts. of 5</i> <i>kg each)</i>			9085 <i>(in</i> <i>1817</i> <i>Pkts. of 5</i> <i>kg each)</i>			

We agree to supply the above item(s) in accordance with the technical specifications for a total contract price of Rs. (Rupeesonly) as per the detailed description specified in the request for quotation.

We hereby certify that we have taken steps to ensure that no person acting for us on our behalf will engage in bribery.

Authorized Signature:

Name and Title of Signatory:

Instructions for Preparing Quotations

1. **Scope of Procurement:** Invites price quotations for procurement of paddy seed as described in the Para 2 of RFQ. The successful Firm will be expected to complete the delivery in all aspects within due time.
2. **Eligibility to Quote:** Firms duly registered with tax authorities may be eligible to participate only if they also:
 - a. Submit proof of registration with the Income Tax Department and Sales Tax Department/GST with the quotation. (Failure to enclose these documents would result in rejection of quotation).
 - b. Submit only one quotation, either individually, or as a partner in a joint venture. All quotations submitted in violation of this rule shall be rejected. Partners in a joint venture shall be jointly and severally liable for the execution of the contract.
3. **Qualification of the Firm:** To qualify for award of the Contract, a firm shall meet the following minimum qualifying criteria:
 - a. As manufacturer/supplier/distributor/authorized representative must have at least three years of experience in manufacturing/supplying/distributing and sale of the paddy seed mentioned in Para 2. Proof of same may be provided.
 - b. Authorized Dealership Certificate must be provided with the quotation.
4. **Documents Comprising the Quotation:** The proposal submitted by the Firm must comprise of following documents:
 - a. Quotation on the letter head of Firm (As per sample format attached 'Annexure-I')
 - b. Qualification and Experience Information and other relevant documents
 - c. Copies of registration/taxation documents
 - d. Certificate of authorized dealership
 - e. Unit Price of the paddy seed including FOR
5. **Currency of Quotations:**
 - a. Rate inclusive of GST shall be quoted in Indian Rupees.
 - b. The rates and prices quoted by the Firm shall be fixed for the duration of the Contract and shall not be subject to any adjustment on any account.
6. Quotations should be valid for 90 days.
7. Each firm shall submit only one quotation.
8. The Project Director reserves the right to increase or decrease quantities of the items.
9. Decision of Director General, ICFRE will be final in case of dispute (if any).